

# **Minutes of the Veneta City Council**

## **May 10, 2010**

**Present:** Mayor Sharon Hobart-Hardin, T. J. Brooker, Darrell Carman, Marion Esty and Sandra Larson

**Others:** Ric Ingham, City Administrator; Sheryl Hackett, City Recorder; Brian Issa, Community Services Director; Kyle Schauer, Public Works Superintendent; Darci Henneman, Assistant City Recorder; Joan Mariner and Herb Vloedman

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Mayor Hobart-Hardin called the Veneta City Council to order at 7:00 p.m.

### **1. PUBLIC COMMENT**

None

### **2. CONSENT AGENDA**

**MOTION:** T. J. Brooker made a motion to approve the consent agenda as presented.  
Marion Esty seconded the motion.

**Vote:** Marion Esty, aye; Darrell Carman, aye; Mayor Hobart-Hardin, aye; Sandra Larson, aye; and T. J. Brooker, aye.

The consent agenda as approved included Accounts Paid, Accounts Payable for April, 2010, and the Public Works Activity Report for April, 2010.

### **3. DEPARTMENT REPORTS**

#### **a. FROM MAYOR/COUNCILORS**

#### **b. COUNCIL/COMMITTEE LIAISONS**

Sandra Larson said the pool committee is meeting weekly and are busy planning the invitational and the grand opening.

Mayor Hobart-Hardin said the Parks Board toured all City parks on Wednesday, May 5, 2010. There had not been a tour since she was appointed to the Parks Board and felt there should be an annual tour.

Marion Esty attended the budget committee meeting for the Fern Ridge Community Library. She said the library interior is being remodeled and everyone should take a minute to see the updates. She is attending the LCOG board meeting for the senior services meeting tomorrow.

### **4. STAFF REPORTS**

Ric provided a brief pool funding update to the Council.

- (1) Ric reviewed various fund transfers in order to pay for the pool. The budget committee decided to revisit the large contribution coming from the Parks and Recreation Fund of \$203,000 and look at other resources that would allow greater cash carryover. The projected drawn down of \$175,000 from Parks and Recreation SDCs would leave a balance of \$228,729. If needed, we could pull additional resources from the non enterprise funds. Ric also provided the last five pages from the FY2010/2011 budget sheet. The total expenditures for the Parks and Recreation Fund is projected to be \$535,000 of that only \$235,000 was actually operational, (i.e., personnel, materials and services), so stripping out major transfers and capital

expenditures to get the projected expenditures indicates the amount needed next fall for cash carryover. Of that \$235,000 we would need about half of that to cover the draw downs prior to receiving property tax revenue. So the \$117,000 is a targeted amount in order to leave a better unappropriated ending balance in the Parks and Recreation Fund. The Capital Fund Transfer was \$203,000. Ric suggested reducing this amount by \$75,000 from the Parks and Recreation Capital Construction Fund.

In response to a question from T. J. Brooker, Ric said the \$75,000 plus the \$41,000 would give us a balance of \$128,200. By taking funds from the Parks and Recreation Capital Construction Fund it will draw the account down to \$153,000 which is a pretty healthy fund.

The Council thanked Ric for the clarification. It was the consensus of the Council to direct Ric to proceed with these transfers.

a. COMMUNITY SERVICES DIRECTOR.....BRIAN ISSA  
(1) Pool Update

(a) **Resolution 1023 – A RESOLUTION ESTABLISHING SWIMMING POOL USER FEES AND REPEALING RESOLUTION NO. 914.**

The Council reviewed the proposed Resolution and fee schedule prepared by staff in anticipation of the June opening of the pool. Pool fees did not increase from last year however because this is the first year with our new pool, we don't have a good idea of what the pool recovery costs or the user ship will be. More than likely, the pool will not be self-sufficient. Brian researched other comparable communities (Junction City, Willamalane, etc.) and based on the information staff recommends the Council pass Resolution 1023 adopting the proposed pool fees.

Resolution 1023 included fees for general admission, lessons/instructions, pool rentals, competitive aquatics and special events. The monthly pass was removed from the fee schedule but family passes were added as well as a 10 visit punch pass. A senior citizen rate was not included in the proposed fees.

It was the consensus of the Council for the first season to charge the same rate for all youth residing in and out of City limits.

Ric said because City residents are already paying for the pool bond, it's important that we eventually charge a higher admission fee for out of City residents.

Brian said swimming lessons bring the most revenue and kids living within City limits pay a lesser fee.

Mayor Hobart-Hardin thought it was a good idea to reduce the fee for the swim team the first year because starting up a swim team is another way we can offer more activities other than swimming lessons. Sandra Larson agreed.

T. J. Brooker agreed with Mayor Hobart-Hardin but added the reduced rates should cover staffing costs. Brian said only one lifeguard would be needed and the pool could be divided to offer a water aerobics class or lap swimming. The Emerald Swim Team pays Echo Hollow Pool \$3 per lane per hour for use of their pool.

Marion Esty said we should keep things as uncomplicated as possible for the first swim season.

It was the consensus of the Council to have Brian set the pool rental price for a swim team and work on trying to cover the costs as best he can.

Mayor Hobart-Hardin said there has been an increase in the number of seniors moving to Veneta and we should recognize that by offering a senior discount.

Ric said the City offers a reduced rate on the utility bills which is based on an income level and not age related. Should we offer the same discount based on income or age?

After a brief discussion, it was the consensus of the Council to offer a senior discount of \$1.00 off whatever is being offered, (i.e., classes, open swimming, etc). Admission for youth and seniors residing within City limits will be \$3 and \$4 for everyone else.

**MOTION: T. J. Brooker made a motion to approve Resolution 1023 as amended. Marion Esty seconded the motion.**

In response to questions from Darrell Carman, Brian said it may seem like we doubled the admission fee but previously the pool had two – two hour swimming sessions per day at \$1.50 per session. After the first two hour session, swimmers were asked to leave the pool and had to pay an additional \$1.50 to re-enter the pool for the second two hour session. The proposed admission fee is \$3 for a four hour swim session which is the same price as the previous year's admission fee. Brian said the fees are comparable to Willamalane and Bend municipal pool but those larger facilities draw from a larger taxing district and revenue stream. The pool will likely cost us money every year but he would rather see the fees start out a little higher to avoid a drastic rate increase next year. A family pass for up to five is \$10.

Prior to voting on Resolution 1023, Mayor Hobart-Hardin opened the public comment session.

1. Public Comment

**Joan Mariner, 25712 Cochran Ct., Veneta, OR**

Ms. Mariner said citizens residing outside Veneta City limits should pay more but the youth rate should stay the same for City and non-City youth.

**Herb Vloedman, 25115 Luther Lane, Veneta, OR**

Mr. Vloedman recommended the City should take additional steps to promote the pool by offering swim passes or coupons to City residents.

**VOTE: Motion passed with a vote of 5-0.**

(b) Pool Naming

Ric said the Pool Committee voted on two names to send to the Council to choose from for naming the new pool. They were: "Veneta Swim Center" or "Veneta Community Pool".

**MOTION: T. J. Brooker made a motion to name the new pool "Veneta Community Pool." Marion Esty seconded the motion which passed with a vote of 5-0.**

(c) Pool Pass Request Policy

Brian said staff has already received requests from two local schools for a donation of five family passes valued at \$10 each or \$50 total. Staff would like the Council's opinion on whether or not the City should set an annual cap of \$300 for donated swimming passes.

In response to questions from Darrell Carman, Brian said the Council could decide how much to set aside from the Parks and Recreation fund as well as setting distribution guidelines or criteria in order to qualify for a donation. Donation requests would only be available in April or May.

After a brief discussion it was the consensus of the Council to set \$300 aside from the Parks and Recreation Fund in FY 2010/2011 for family and individual swim passes to be donated for fundraising purposes. Staff, at their discretion, would deal with individual donation requests under \$50 and bring to the Council requests over \$50.

Brian said the Pool Committee agreed to have a plaque made for a donor wall to include the names of the larger donors. The donor plaque will be installed prior to the grand opening and will be made of marble or some kind of natural stone which is significantly less expensive than brass or copper. The brick order was submitted to the manufacturer who is about 10 weeks behind on their orders. The bricks will not be installed prior to the grand opening.

In response to a question from Mayor Hobart-Hardin, Brian said a sign will be displayed listing all the brick donors and why the bricks were not installed prior to the grand opening. The bricks will be installed at the front entrance of the pool building.

(2) Wastewater SDC Methodology Report

Based on direction from the Council at the April 26<sup>th</sup> meeting, staff is releasing the Wastewater System Development Charge Study Final Report for the 60 day public review period. Now that it's in the Council minutes the 60 days will start tomorrow, May 11, 2010 and run until July 11, 2010. No other Council action is required.

b. FINANCE DIRECTOR.....JERRI MOORE

(1) Third Quarter Finance Report FY 2009/2010

Jerri Moore did not attend tonight's meeting, however, Ric asked the Council if they had any questions.

In response to a question from Mayor Hobart-Hardin, Ric said the amount in the 911 Agency Fund is normal.

c. CITY ADMINISTRATOR.....RIC INGHAM

(1) Proposed Bylaws for Lane Area Commission on Transportation (LACT) for adoption by the Council

Ric provided three documents to the Council for review: 1. The draft bylaws of the Lane Area Commission on Transportation (LACT) that had been forwarded to the

Lane County Board of Commissioners (BOC) for adoption. 2. The Preliminary Report outlining the purpose, process and timelines that the LACT Formation Committee (FACT-LC) has followed in preparing the draft bylaws; and 3. The recommendation from selected FACT-LC representatives, including Mayor Hobart-Hardin, to the BOC urged their adoption of the bylaws.

The bylaws were submitted to all 12 municipalities involved with the LACT. Many larger Oregon cities felt the Metropolitan Planning Organization (MPO) would dissolve with the formation of the LACT. The LACT could take on many different activities but hopefully they will concentrate on transportation issues.

The purpose of the LACT is to provide "a forum for stakeholders to collaborate on transportation issues affecting the area". Their primary responsibility will be to adopt the biennial State Transportation Improvement Plan (STIP) for Lane County.

The Council needs to provide to the BOC some indication of their level of support for the current draft LACT bylaws or recommend changes to be incorporated in the final draft. Staff is requesting the Council make a motion to support the bylaws in their current form or to support the draft bylaws with recommended changes.

Mayor Hobart-Hardin said the final outcome did not produce a perfect set of bylaws however, she is hopeful the Council will support the bylaws, if not she is concerned the LACT will not move forward. The final LACT will make the citizen appointments, but the BOC wants that authority. Lane County needs to get its fair share of transportation funding and she is hopeful LACT will accomplish that.

**MOTION: T. J. Brooker made a motion to approve the draft Lane Area Commission on Transportation (LACT) Bylaws as presented. Darrell Carman seconded the motion which passed with a vote of 5-0.**

- (2) **Ordinance 496 – AN ORDINANCE OF THE CITY OF VENETA, OREGON AUTHORIZING THE ISSUANCE OF WATER REVENUE BONDS FOR FINANCE EXTENSION OF WATER SUPPLY SERVICES FOR A TOTAL OF NOT TO EXCEED \$17,000,000. First Reading by Title Only.**

Ordinance 496 would authorize the City to seek water revenue bonds for the purpose of financing of the EWEB water pipeline project. This was a last minute requirement from USDA Rural Development (RD) and was unanticipated by staff. We were notified by USDA RD last week that the ordinance is required in order to continue the processing of our pending application. This ordinance does not authorize staff to begin the process of securing revenue bonds; it only informs City residents that we may seek revenue bonds and it affords them the opportunity to refer the measure to a vote.

The second reading of Ordinance 496 will take place at the May 24, 2010 City Council meeting making Ordinance 496 effective 30 days from that date (June 24, 2010). As outlined in the ordinance within 30 days of the second reading, Veneta voters could refer the ordinance to a vote.

In response to a question from T. J. Brooker, Ric said as it stands with USDA RD we are hopeful to see 15 to 20% of the \$17,000,000 in grants.

**MOTION: T. J. Brooker made a motion to approve Ordinance 496 for first reading by title only. Marion Esty seconded the motion.**

In response to a question from Darrell Carman, Ric said staff felt Ordinance 496 should not be adopted by emergency in order to offer residents the opportunity to attend the second reading and allow for public comment. An emergency adoption takes away those options from residents.

Sheryl said legal counsel interprets the city charter to read that the first and second readings could take place at the same meeting without having to declare an emergency. Staff has never presented an ordinance to the Council that way. The 30 day effective period would still be required.

**VOTE: Motion passed with a vote of 5-0.**

Ordinance 496 was read into the record for first reading by title only.

## **5. OTHER**

### Backflow Test Letter

Some Councilors had questions about the back flow test letter that was mailed to all City residents. Kyle said he wrote the backflow test ordinance about 15 years ago. Most homes currently being built include underground sprinkling systems. The state of Oregon requires that all backflow devices are tested annually in order to help prevent cross contamination from lawn chemicals leaching back into the sprinkling systems and into the City's water supply.

Ric said staff needs to tweak the letter, but it's the same that's been going out for the last several years.

In response to a question from Mayor Hobart-Hardin, Kyle said the letter lists an area to include the sprinkling system model number, device name and location, if that information is not included on a letter it means the property owner as not had the test done. The testing company will supply that information to the City after they have tested a system. Next year's letter will then include the model number, device name and location.

### Farmers' Market Intergovernmental Agreement (IGA)

Ric said staff received an IGA from Lane Transit District (LTD) to allow the City to use the Farmers' Market site for about three weeks beginning Friday, June 4<sup>th</sup> or until construction begins on the Park N Ride. The Market will then move to the northwest corner of the Veneta Elementary school parking lot until the second or third week of August. When construction for the Park N Ride is completed, the Market will move back to the site and LTD will deed the Park N Ride site to the City.

**MOTION: T. J. Brooker made a motion to direct the City Administrator to sign the Intergovernmental Agreement regarding Veneta Downtown Farmers' Market between the City of Veneta and Lane Transit District. Darrell Carman seconded the motion which passed with a vote of 5-0.**

### Request from Food for Lane County

Ric received a request from Food for Lane County to use the Broadway City Park for their free summer lunch program beginning June 28<sup>th</sup> through August 27<sup>th</sup>, noon to 1:00 p.m., Monday through Friday.

**MOTION:** Darrell Carman made a motion to direct the City Administrator to sign the agreement to allow Food for Lane County to use the Broadway City Park for the free summer lunch program. Mayor Hobart-Hardin seconded the motion which passed with a vote of 5-0.

Draft Swimming Pool Schedule

Brian provided a draft summer swim schedule to the Councilors earlier in the meeting. At this point, the pool will be open seven days a week from 7:30 a.m. to 8:30 p.m. with reduced hours on Saturday and Sunday and rentals in the late afternoon.

In response to a question from Darrell Carman, Brian said this is a basic schedule and will need to be built up based on future usage and rental requests. We have yet to get a firm commitment from Emerald Aquatics to start up a swim team.

In response to a question from T. J. Brooker, Brian said six lifeguards passed the training and staff is hoping to get nine more applicants through the next training session. Many past lifeguards are returning.

In response to a question from T. J. Brooker, Ric provided a brief Wings & Wine update. The weather could not have been nicer for the 5<sup>th</sup> Annual Wings & Wine event. Domaine Meriwether hosted the event (new owners of Secret House vineyard). The more expensive tours were down 20 to 25% from last year and that may be due to the economy. Visitors were pleasantly surprised to see the Domaine Meriwether vineyard and hopefully the vineyard owners will feel comfortable continuing with the event in the future.

Mayor Hobart-Hardin said it was nice to see more families participating in the event and there was a wide variety of folks in attendance.


In response to a question from Mayor Hobart-Hardin, Ric said the wine tour should continue to be something unique. He suggested a tour of other wineries that would also include birding at their facilities. Ric would like to see the Fern Ridge Chamber get more involved in the event. He said the new website is up and running but unfortunately it's not what they hoped for. Fortunately Zac has been working with the consultant and improving the website.

**6. ADJOURN**

Mayor Hobart-Hardin adjourned the Veneta City Council at 8:36 p.m.

  
Sharon Hobart-Hardin, Mayor

ATTEST



Darci Henneman, Assistant City Recorder  
(minutes prepared by Dhenneman)